



REQUEST TO INSPECT AND/OR COPY PUBLIC RECORDS
Under the *Access to Public Records Act*, R.I.Gen. Laws §§ 38-2-1 et seq.

Request to Inspect Records:

Request to Obtain Copies:

Walk-in

REQUESTOR'S INFORMATION: (OPTIONAL)

NAME: _____

ADDRESS: _____

TELEPHONE NO: _____

EMAIL: _____

RECORDS REQUESTED:

ADDITIONAL NOTES:

IS THE SUBJECT MATTER OF THIS REQUEST CURRENTLY IN LITIGATION? YES NO

FORMAT REQUESTED: PAPER ELECTRONIC FACSIMILE

FEES: For applicable fees, please see DEM's Public Records Request Guidelines.

By making records available for review and/or copying, the Department does not waive any rights that it may have, or may assert, regarding their admissibility or the use of their contents in any pending or future proceeding pursuant to rules of discovery or evidence as may be applicable in such proceeding.

SIGNATURE: _____
(Optional)

DATE: _____

OFFICE USE ONLY

No. of Copies: _____ No. of Large Copies: _____ Fee Received by: _____ Received: \$ _____ Cash Check

